Annual Contract Competitive Proposal Request	PARISH OF EA	ST	ON ROUGE BATON ROUGE G DIVISION	RESPONSES MUST BE RECEIVED BY: August 4, 2016 11:00 AM CST			
TITLE: Unified RFID Technology System and A16-52540 Contract on Renewable Supplies			RETURN BID TO: PURCHASING DIVISION				
FILE NO: 3565-15 REQ NO: RQ038953 AD DATES: July 6, 2016 & July 13, 2016			Mailing Address: PO Box 1471 Baton Rouge, LA 70821	Physical Address: 222 St. Louis Street 8 th Floor Room 826 Baton Rouge, LA 70802			
SHIP TO ADDRESS: Various Locations (See Attached)			Contact Regarding Inquiries: Director of Purchasing: Danielle Williams Telephone Number: 225-389-3259 x 313 Email: ddwilliams@brgov.com				
VENDOR NAME		MAILING ADDRESS					
REMIT TO ADDRESS		Cľ	CITY, STATE, ZIP				
TELEPHONE NO.	FAX NO.	E-MAIL					
FEDERAL TAX ID OR SOCIAL SE	CURITY NUMBER	TITLE					
AUTHORIZED SIGNATURE		PRINTED NAME					
QUESTIONS TO BE COMPLE	TED BY VENDOR:						
1 STATE DELIVERY DAYS MAXIMUM AFTER RECEIPT OF ORDER							
2 % discount for payment made within 30 days. Discount for payment made in less than 30 days, of less than 1%, or applicable to an indefinite quantity contract will be accepted but not an award consideration.							
STATE ENUMERAT	E ADDENDA RECEIVI	ED	(if any)				

F.O.B.: DESTINATION - PAYMENT TERMS: NET 30

ALL BLANKS ON THIS PAGE SHOULD BE COMPLETED TO AVOID REJECTION OF BID

The signature on this document certifies that proposer has carefully examined the instructions to bidders, terms and specifications applicable to, and made a part of this solicitation. By submission of this document, proposer further certifies that the prices shown are in full compliance with the conditions, terms and specifications of this solicitation.

No alterations, changes or additions are allowed on this solicitation, and no additional information, clarifications or other documents are to be included unless specifically required by the specification. Any errors in extensions of prices will be resolved in favor of unit prices submitted.

If services are to be performed in East Baton Rouge City-Parish, evidence of a current occupational license and/or permit issued by the City-Parish shall be supplied by the successful vendor, if applicable.

INSTRUCTIONS TO BIDDERS / TERMS & CONDITIONS - SEALED BIDS

Bidders are urged to promptly review the requirements of this specification and submit questions for resolution as early as possible during the bid period. Questions or concerns must be submitted in writing to the purchasing division during the bid period. Otherwise, this will be construed as acceptance by the bidders that the intent of the specifications is clear and that competitive bids may be obtained as specified herein. Protests with regard to the specification documents will not be considered after bids are opened.

- 1. Read the entire bid, including all terms and conditions and specifications.
- Bids are mailed only as a courtesy. The City Parish does not assume responsibility for failure of bidders to receive bids. Bidders should rely only on advertisements in the local newspaper, and should personally pick up bids and specifications. Full information may be obtained, or any questions answered, by contacting the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802 or by calling (225) 389-3259.
- 3. The bid number, bidder's name, address and bid opening date should be clearly printed or typed on the outside of the bid envelope. Only one bid will be accepted from each bidder for the same job. Alternates will not be accepted unless specifically requested in the proposal. Submission of more than one bid or alternates not requested may be grounds for rejection of all bids by the bidder.
- 4. The method of delivery of bids is the responsibility of the bidder. All bids must be received by the Purchasing Division on or before the specified bid opening date and time. Late bids will not be considered under any circumstances.
- 5. Failure to deliver within the time specified in the bid will constitute a default and may cause cancellation of the contract. Where the city has determined the contractor to be in default, the city reserves right to purchase any or all products or services covered by the contract on the open market and to charge the contractor with cost in excess of the contract price. Until such assessed charges have been paid, no subsequent bid from the defaulting contractor will be considered.
- 6. The City Parish specifically reserves the right to evaluate bids and award items separately, grouped or on an all or none basis, to accept the bid which is in the best interest of the City parish, and to reject all proposals if that is in the best interest of the City Parish.
- 7. Except for bids submitted through the www.bidexpress.com on-line bidding site, bids shall be accepted only on bid forms furnished by the City of Baton Rouge and Parish of East Baton Rouge Purchasing Division. Altered or incomplete bids (including non-acknowledgement of addenda issued, if any), or the use of substitute forms or documents, shall render the bid non-responsive and subject to rejection.
- 8. All bids must be typed or written in ink. Any erasures, strikeover and/or changes to prices should be initialed by the bidder. Failure to initial may be cause for rejection of the bid as non-responsive.
- 9. All bids must be manually signed by a properly authorized party. Failure to do so shall cause the bid to be rejected as non-responsive.
- Where one or more vendor's exact products or typical workmanship is designated as the level of quality desired or equivalent, the Purchasing Division reserves the right to determine the acceptability of any equivalent offered.
- 11. Detailed factory specifications, illustrative literature and any deviations should be submitted with bid as required by the specifications or on the bid form. Representative samples shall be submitted upon request, if appropriate. Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, and technical data) sufficient for the City to evaluate quality, suitability, and compliance with the specifications in the solicitation.

- 12. Written addenda issued prior to bid opening which modifies the bid shall become a part of the bid, and shall be incorporated within the purchase order and/or contract. Only a written interpretation or correction by Addendum shall be binding. Bidders shall not rely upon any interpretation or correction given by any other method. Failure to acknowledge receipt of addenda (if any) shall render the bid non- responsive and subject to rejection.
- 13. For Printing solicitations, artwork, dies and/or molds shall become the property of the City Parish Government and must be returned to the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802, upon completion of the order.
- 14. All applicable chemicals, herbicides, pesticides and hazardous materials must be registered for sale in Louisiana by the Department of Agriculture, State of Louisiana, registered with the EPA and must meet all requirements of Louisiana State Laws. Bidders must submit product label, material safety data sheet and EPA registry number with bid. This information will be required on any subsequent deliveries if there is a change in chemical content or a different product is being supplied. Failure to submit this data may be cause for the bid to be rejected or the contract canceled.
- 15. Delivery of items must be made on time to City Parish final destinations within East Baton Rouge Parish. All freight charges shall be prepaid by vendor. Late deliveries or unsatisfactory performance may be cause to cancel the Purchase Order or contract.
- 16. All bidders should submit with their bid, or have on file with the Purchasing Division, a City Parish Business Profile Data Form. The Business Profile Data Form is available at the Purchasing Department section of the City of Baton Rouge website, www.brgov.com, or by calling the Purchasing Department at 225-389-3259.
- 17. The State of Louisiana Code of Governmental Ethics places restrictions on awarding contracts or purchase orders to persons who are employed by any agency of the City Parish Government, or any business of which he or his spouse has more than a twenty-five percent (25%) interest. The Code also prescribes other restrictions against conflict of interest and establishes guidelines to assure that appropriate ethical standards are followed. If any question exists regarding potential violation of the Code of Ethics, bidders should contact the Purchasing Division prior to submission of the bid. Any violation of the Code of Ethics shall be grounds for disqualification of bid or cancellation of contract.
- 18. All Prices bid shall remain in effect for a period of at least sixty (60) days. City Parish purchases are excluded from state and local taxes.
- 19. Acceptance of award by vendor, either in writing or by shipment of any article described herein, shall effectuate a contract between City Parish and vendor for the materials described herein, and no additional conditions or amendments shall have any effect unless approved in writing by City Parish.
- 20. Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Information pertaining to completed files may be secured by visiting the EBR City Parish Purchasing office during normal working hours.
- 21. The City Parish is an equal opportunity employer, and does not discriminate against anyone on the basis of race, sex, creed, color, religion, national origin, ancestry, reprisal, disability, sexual orientation, marital status or political affiliation.
- 22. In accordance with Louisiana Revised Statutes, a preference may be allowed for equivalent products produced, manufactured or grown in Louisiana and/or firms doing business in the State of Louisiana. Do you claim this preference if allowed? YES _____ NO____. If this preference is claimed, attach substantiating information to the proposal to show the basis for the claim.
- 23. Right To Audit Clause: The Contractor shall permit the authorized representative of the City-Parish to periodically inspect and audit all data and records of the Contractor relating to his performance under this contract.

- 24. Terms and Conditions: This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, vendor agrees that contrary terms and conditions which may be included in their bid are nullified; and agrees that this contract shall be construed in accordance with this solicitation and governed by the laws of the State of Louisiana as required by Louisiana Law.
- 25. In accordance with the provisions of LA. R.S. 38:2212.9, in awarding contracts after August 15, 2010, any public entity is authorized to reject the lowest bid from, or not award the contract to, a business in which any individual with an ownership interest of five percent or more has been convicted of, or has entered a plea of guilty or *Nolo Contendere* to any state felony crime or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under the laws governing public contracts under the provisions of Chapter 10 of this Title, professional, personal, consulting, and social services procurement under the provisions of Chapter 16 of Title 39 of the Louisiana Revised Statutes of 1950, or the Louisiana Procurement Code under the provisions of Chapter 17 of Title 39 of the Louisiana Revised Statutes of 1950.
- 26. Certification of no suspension or debarment. By signing and submitting any bid for \$25,000 or more, the bidder certifies that their company, any subcontractors, or principals are not suspended or debarred by the general services administration (GSA) in "Audit Requirements In subpart F of the Office of Management and Budget's uniform administrative requirements, cost principles, and audit requirements for federal awards" (Formerly OMB circular a-133).

A list of parties who have been suspended or debarred can be viewed via the internet at http://www.sam.gov.

- 27. Bid prices shall include delivery of all items F.O.B. destination or as otherwise provided. Bids containing "Payment in Advance" or "C.O.D. requirements may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later.
- 28. Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting the Purchasing Division during normal working hours. Written bid tabulations may be accessed at: http://brgov.com/dept/purchase/bidresults.asp.
- 29. Contractor agrees, upon receipt of written notice of a claim of a claim or action, to defend the claim or action, or take other appropriate measure, to indemnify, and hold harmless, the city, its agents and employees from and against all claims and actions for bodily injury, death or property damages caused by fault of the contractor, its officers, its agents, or its employees. Contractor is obligated to indemnify only to the extent of the fault of the contractor, its officers, its agents, or its employees, however the contractor shall have no obligation as set forth with respect to any claim or action from bodily injury, death or property damages arising out of the fault of the City, its officers, its agents, or its employees.
- In accordance with Louisiana Law (R.S. 12:262.1 and 12:1308.2), all corporations and limited liability companies must be in good standing with the Louisiana Secretary of State at the time of execution of the contract.
- 31. Vendors submitting signed bids agree to EEOC compliance and certify that they agree to adhere to the mandates dictated by Title VI and VII of the Civil Right Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Bidders must agree to keep informed of and comply with all federal, state and local laws, ordinances and regulations which affect their employees or prospective employees.

FEDERAL CLAUSES, IF APPLICABLE.

I. Remedies for Breach

Bidder acknowledges that contracts in excess of the simplified purchase threshold (\$150,000.00) shall contain provisions allowing for administrative, contractual, or legal remedies for contractor breaches of the contract terms, and shall provide for such remedial actions as appropriate.

II. Termination and Settlement

Bidder acknowledges that contracts in excess of \$10,000.00 shall contain termination provisions including the manner in which termination shall be effected and the basis for settlement. In addition, such provisions shall describe conditions for termination due to fault and for termination due to circumstances outside of the contractors' control.

III. Access to Records

Bidder acknowledges that all contracts (except those for less than the small purchase threshold) shall include provisions authorizing the recipient, US Funding Agency, the Comptroller General, or any of their duly authorized representatives access to all books, documents, papers, and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts, and transcriptions.

IV. Equal Employment Opportunity

Bidder acknowledges that all contracts shall contain provisions requiring compliance with

E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11236 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Dept. of Labor.

V. Copeland "Anti-Kickback" Act

Bidder acknowledges that all construction/repair contracts and sub-grants in excess of \$2,000 shall include provisions requiring compliance with the Copeland "Anti-kickback" Act (18

U.S.C. §3141-3148), which provides that each contractor or sub-recipient shall be prohibited from inducing any person employed in the construction, completion, or repair of public work, to give up any part of the entitled.

VI. Davis-Bacon Act

Bidder acknowledges that all construction contracts in excess of \$2,000 shall include a provision for compliance with the Davis-Bacon Act, which requires contractors to pay laborers and mechanics wages at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. Additionally, contractors shall be required to pay wages not less than once a week.

VII. Contract Work Hours and Safety Standards Act

Bidder acknowledges that all construction contracts in excess of \$2,000, and all other contracts involving the employment of mechanics or laborers in excess of \$2,500 shall include provisions for compliance with sections 102 and 107 of the Contract Work Hours and Safety Standards Act, which requires each contractor to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours. Section 107

is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous.

VIII. Rights to Inventions Made Under a Contract or Agreement

Bidder acknowledges that contracts for the performance of experimental, developmental, or research work shall include provisions providing for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and the Small Business Firms Under Governments Grants, Contracts, and Cooperative Agreements"

IX. Clean Air Act

Bidder acknowledges that the Clean Air Act (CAA) is the comprehensive federal law regulating air emissions from stationary and mobile sources. Among other things, this law authorizes EPA to establish National Ambient Air Quality Standards (NAAQS) to protect public health and public welfare and to regulate emissions of hazardous air pollutants

X. Clean Water Act.

The contractor hereby agrees to adhere to the provisions which require compliance with all applicable Standards, orders, or requirements issued under section 508 of the clean water act which prohibits the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA list of violating facilities

XI. Energy policy and conservation act

The contractor hereby recognizes the mandatory standards and policies relating to energy Efficiency which is contained in the state energy conservation plan issued in compliance with the energy policy and Conservation act (P.L. 94-163).

Bidders must agree to keep informed of and comply with all federal, state and local laws, ordinances and regulations which affect their employees or prospective employees.

Additional Requirements and Terms & Conditions for this Bid (Sealed Bid)

• Vendors will be required to submit 1 original Affidavit

(Annual Contract)

- This proposal is to establish firm prices for materials supplies and services for the contract period shown.
 Delivery shall be made or services provided as needed throughout the contract period, or as required by the specification.
 - Quantities, if shown, are estimated only. Smaller or larger quantities may be purchased based upon the needs of the City-Parish. There is no guaranteed minimum quantity.
- The contract shall be firm through the period indicated on the cover sheet. Upon agreement of both the contractor and the City Parish, the contract may be extended an additional 12 months (second) or a third 12 months or other shortened specified time periods. Extension of the contract into the second or third time periods shall be made by letter on or before the expiration of the contract. Extension is only possible if all prices and conditions remain the same.
- Proposals are mailed only as a courtesy. The City Parish does not assume responsibility for failure of bidders to receive proposals. Bidders should rely only on advertisements in the local newspaper, and should personally pick up proposals and specifications. Full information may be obtained, or any questions answered, by contacting the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802 or by calling (225) 389-3259.
- The contract title, bidder's name, address and bid opening date should be clearly printed or typed on the outside of the bid envelope. Only one bid will be accepted from each bidder for the same job. Alternates will not be accepted unless specifically requested in the proposal. Submission of more than one bid or alternates not requested may be grounds for rejection of all bids by the bidder.
- If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, and compliance with the specifications. Failure to comply with this request may eliminate your bid from consideration. If requested, literature and/or specifications must be submitted within seven (7) days.
- The City Parish reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and waive any informalities.
- The City Parish reserves the right to terminate this contract prior to the end of the contract period on twenty-four (24) hours written notice for unsatisfactory performance. Termination under this paragraph shall not relieve either party of any obligation or liability that may have occurred prior to the effective date of termination.
- <u>Termination for Cause</u>: The City-Parish may terminate this Contract for default by giving the contractor written notice thereof, specifying with particularity each such default. After the <u>first</u> such notice of default, Contractor shall have ten (10) days after receipt of notice to cure or take reasonable steps to cure the default. If the contractor fails to cure or take reasonable steps to cure the default within such ten-day period, the City-Parish may declare this Contract, as appropriate, terminated. In the event of a second notice of default, whether for the same or a different infraction of contractual obligations, the contractor will be given five (5) days to cure the default. If a third notice of default should become necessary, the contract may be terminated upon notification of said default.
- <u>Termination for Convenience:</u> The City-Parish may terminate this Agreement at any time by giving thirty (30) days written notice.

- <u>Termination for Non-Appropriation Clause:</u> Should the Invitation to Bid result in a multi-year contract, a non-appropriation clause shall be made a part of the contract terms as required by state statutes, allowing the City-Parish to terminate the contract for lack of appropriated funds on the date of the beginning of the first fiscal year for which funds are not appropriated
- Payment terms for services will be Net 30 days based on the monthly invoice. Agencies will be invoiced monthly in arrears by the contractor. Advanced payments shall not be made.
- Method of Award: It is the intention of the City of Baton Rouge to award this bid in its entirety to one vendor.
- <u>Sample(s)</u> may be required. When requested, samples must be furnished at vendor's expense, and received not later than 10 days after request. Packages should be clearly labeled with the bid number. Each individual sample within the package must be clearly labeled with bidder's name, manufacturer's brand name and number, file number and item reference. Samples of successful bidder will be retained at the purchasing office or the using agency for the purpose of receiving merchandise. Any part of merchandise received that does not meet the quality standards and construction of the sample will be rejected and returned at vendor's expense.

CONTRACTOR'S AND SUB CONTRACTOR'S INSURANCE

Contractor and any subcontractor shall carry and maintain at least the minimum insurance as specified below until completion and acceptance of the work. Contractor shall not commence work under this contract until certificates of insurance have been approved by the City-Parish Purchasing Division. Insurance companies listed on certificates must have industry rating of A-, Class VI or higher, according to Best's Key Rating Guide. Contractor is responsible for assuring that its subcontractors meet these insurance requirements.

A Commercial General Liability on an occurrence basis as follows:

General Aggregate	\$2,000,000
Products-Comp/Op Agg	\$1,000,000
Personal & Adv Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any one fire)	\$ 50,000
Med Exp	\$ 5,000

B. Business Auto Policy

Any Auto, or Owned, Combined Single Limit

Non-Owned & Mired \$300,000

- C. Standard Workers Compensation Full statutory liability for State of Louisiana with Employer's Liability Coverage.
- D. The City of Baton Rouge and Parish of East Baton Rouge must be named as additional insured on all general liability policies described above.
- E. Waiver of subrogation in favor of City of Baton Rouge and Parish of East Baton Rouge, is required from Workers Compensation Insurer.
- F. Certificates must provide for thirty (30) days written notice to Certificate Holder prior to cancellation or change.
- G. The Certificate Holder should be shown as:

City of Baton Rouge and Parish of East Baton Rouge Attn: Purchasing Division Post Office Box 1471 Baton Rouge, Louisiana 70821

Schedule of Events

Item	Anticipated Schedule
Invitation to Bid mailed to prospective proposers	July 6, 2016
Mandatory Pre-bid Conference and job Site Visits- Only	July 20, 2016
those vendors who participate in this conference and all site visits are eligible to receive an award on this project.	(only one day needed for full tour)
Deadline to receive written inquiries	July 25, 2016
Deadline to answer written inquiries	July 28, 2016
Proposal Opening Date (deadline for submitting proposals)	August 4, 2016

MANDATORY PRE-BID MEETING AND JOB SITE VISITS

Interested bidders <u>must</u> attend the Pre Bid Meeting and inspect all of the job sites prior to bidding. All bidders must sign a sign-in sheet at the mandatory Pre bid Meeting and each Job Site location. Only those vendors who participate in this conference and <u>all</u> site visits are eligible to receive an award on this project.

NOTE: As this is a rebid, those participants attending the 1st pre-proposal conference from the original bid that opened on May 13, 2016 are not required to attend the pre-proposal conference scheduled for rebid.

The mandatory site visit time is scheduled for:

Date: July 20, 2016
Time: 9:00 A.M.
Contact: Mary Stein

On July 20, 2016, bidders are to meet at the **EBRP Main Library at 7711 Goodwood Blvd.**, Baton Rouge, Louisiana, in the 3rd floor board room. This is where the Mandatory Pre-Bid Meeting will be held.

On July 20, 2016, bidders will meet at the EBRP Library **Bluebonnet Regional Branch Library** (BBR) 9200 Bluebonnet Boulevard, in the main lobby.

Schedule of Visits

July 20, 2016 9:00 AM

Mandatory Pre Bid Meeting and Job Site Visits

Main Library (MAIN)

7711 Goodwood Boulevard (225) 231-3740

Eden Park Branch Library (EP)

5131 Greenwell Springs. Rd. (225) 231-3240

Carver Branch Library (CAR)

720 Terrace Street (225) 389-7440

Delmont Gardens Branch Library (DGB)

3351 Lorraine Street (225) 354-7040

Baker Branch Library (BAK)

3501 Groom Road, Baker (225) 778-5940

Zachary Branch Library (ZAC)

1900 Church St, Zachary (225) 658-1840

Scotlandville Branch Library (SCO)

7373 Scenic Highway (225) 354-7540

Bluebonnet Regional Branch Library (BBR)

9200 Bluebonnet Boulevard (225) 763-2240

Jones Creek Regional Branch Library (JCR)

6222 Jones Creek Road (225) 756-1140

Fairwood Branch Library (FAI)

12910 Old Hammond Hwy. (225) 924-9384

Greenwell Springs Road Regional Branch Library (GSR)

11300 Greenwell Springs. Rd. (225) 274-4440

Central Branch Library (CEN)

11260 Joor Road (225) 262-2640

Pride-Chanevville Branch Library (PRI)

13600 Pride-Pt Hudson Rd (225) 658-1540

Break for Lunch

Questions regarding the site visit may be directed to Danielle Williams at (225)389-3259 Ext. 313.

INQUIRY PERIOD

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any **written questions** relative thereto. *Without exception*, all questions MUST be in writing.

The City-Parish shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our departments. The City-Parish reasonably expects and requires *responsible and interested* bidders to conduct their in-depth review of the bid document and submit inquiries in a timely manner.

All inquiries shall be received by the close of business on July 25, 2016. <u>INQUIRIES AND/OR QUESTIONS SHALL NOT BE ENTERTAINED THEREAFTER.</u>

Inquiries are to be directed as follows:

Danielle Williams, Purchasing Analyst
City-Parish Purchasing Department
222 St. Louis Street, Room 826 (Hand Delivery)
Baton Rouge, LA 70802
or
P. O. Box 1471
Baton Rouge, LA 70821
or
Email: ddwilliams@brgov.com

or Fax (225) 389-4841

CITY OF BATON ROUGE PARISH OF EAST BATON ROUGE PURCHASING DIVISION

Pricing Sheet

It is the intention of the City of Baton Rouge to purchase a **Unified RFID Technology System for the Library including RFID Self Service Checkout, Library Materials and a Handling Sortation System.** The one time purchase items are to be handled as turnkey projects by location.

ONE TIME PURCHASE ITEMS

All Pricing must include Shipping and handling. Initial Purchase is to be turn-key by location.

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0001	All Equipment for this location as listed in specifications Main Library (MAIN) 7711 Goodwood Boulevard See Specification Page 22 for equipment list	1	JB	\$	\$
0002a	Professional Consulting Services for the Main Library See Specification	1	JB	\$	\$
0002b	Technical Support for the Main Library See Specification	1	JB	\$	\$
0002c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0003	Installation of all items at the Main Library - See Specification	1	JB	\$	\$
0004	Training of all personnel at the Main Library - See Specification	1	JB	\$	\$
0005	All Equipment for this location as listed in specifications Baker Branch Library (BAK) 3501 Groom Road, Baker See Specification Page 23 for equipment list	1	JB	\$	\$
0006a	Professional Consulting Services for the Baker Branch Library See Specification	1	JB	\$	\$
0006b	Technical Support for the Baker Branch Library See Specification	1	JB	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0006c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0007	Installation of all items at the Baker Branch Library - See Specification	1	JB	\$	\$
0008	Training of all personnel at the Baker Branch Library - See Specification	1	JB	\$	\$
0009	All Equipment for this location as listed in specifications Bluebonnet Regional Branch Library (BBR) 9200 Bluebonnet Boulevard See Specification Page 23 for equipment list	1	JB	\$	\$
0010a	Professional Consulting Services for the Bluebonnet Regional Branch Library See Specification	1	JB	\$	\$
0010b	Technical Support for the Bluebonnet Regional Branch Library See Specification	1	JB	\$	\$
0010c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0011	Installation of all items at the Bluebonnet Regional Branch Library - See Specification	1	JB	\$	\$
0012	Training of all personnel at the Bluebonnet Regional Branch Library - See Specification	1	JB	\$	\$
0013	All Equipment for this location as listed in specifications Carver Branch Library (CAR) 720 Terrace Street See Specification Page 24 for equipment list	1	JB	\$	\$
0014a	Professional Consulting Services for the Carver Branch Library See Specification	1	JB	\$	\$
0014b	Technical Support for the Carver Branch Library See Specification	1	JB	\$	\$
0014c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0015	Installation of all items at the Carver Branch Library - See Specification	1	JB	\$	\$
0016	Training of all personnel at the Carver Branch Library - See Specification	1	JB	\$	\$
0017	All Equipment for this location as listed in specifications Central Branch Library (CEN) 11260 Joor Road See Specification Page 24 for equipment list	1	JB	\$	\$
0018a	Professional Consulting Services for the Central Branch Library See Specification	1	JB	\$	\$
0018b	Technical Support for the Central Branch Library See Specification	1	JB	\$	\$
0018c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0019	Installation of all items at the Central Branch Library - See Specification	1	JB	\$	\$
0020	Training of all personnel at the Central Branch Library - See Specification	1	JB	\$	\$
0021	All Equipment for this location as listed in specifications Delmont Gardens Branch Library (DGB) 3351 Lorraine Street See Specification Page 25 for equipment list	1	JB	\$	\$
0022a	Professional Consulting Services for the Delmont Gardens Branch Library See Specification	1	JB	\$	\$
0022b	Technical Support for the Delmont Gardens Branch Library See Specification	1	JB	\$	\$
0022c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0023	Installation of all items at the Delmont Gardens Branch Library - See Specification	1	JB	\$	\$
0024	Training of all personnel at the Delmont Gardens Branch Library - See Specification	1	JB	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0025	All Equipment for this location as listed in specifications Eden Park Branch Library (EP) 5131 Greenwell Springs Rd. See Specification Page 25 for equipment list	1	JB	\$	\$
0026a	Professional Consulting Services for the Eden Park Branch Library See Specification	1	JB	\$	\$
0026b	Technical Support for the Eden Park Branch Library See Specification	1	JB	\$	\$
0026c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0027	Installation of all items at the Eden Park Branch Library - See Specification	1	JB	\$	\$
0028	Training of all personnel at the Eden Park Branch Library - See Specification	1	JB	\$	\$
0029	All Equipment for this location as listed in specifications Fairwood Branch Library (FAI) 12910 Old Hammond Hwy. See Specification Page 26 for equipment list	1	JB	\$	\$
0030a	Professional Consulting Services for the Fairwood Branch Library See Specification	1	JB	\$	\$
0030b	Technical Support for the Fairwood Branch Library See Specification	1	JB	\$	\$
0030c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0031	Installation of all items at the Fairwood Branch Library - See Specification	1	JB	\$	\$
0032	Training of all personnel at the Fairwood Branch Library - See Specification	1	JB	\$	\$
0033	All Equipment for this location as listed in specifications Greenwell Springs Road Regional Branch Library (GSR) 11300 Greenwell Springs Rd. See Specification Page 26 for equipment list	1	JB	\$	\$
0034a	Professional Consulting for the Greenwell Springs Road Regional Branch Library See Specification	1	JB	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0034b	Technical Support for the Greenwell Springs Road Regional Branch Library See Specification	1	JB	\$	\$
0034c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0035	Installation of all items at the Greenwell Springs Road Regional Branch Library - See Specification	1	JB	\$	\$
0036	Training of all personnel at the Greenwell Springs Road Regional Branch Library - See Specification	1	JB	\$	\$
0037	All Equipment for this location as listed in specifications Jones Creek Regional Branch Library (JCR) 6222 Jones Creek Road See Specification Page 27 for equipment list	1	JB	\$	\$
0038a	Professional Consulting Services for the Jones Creek Regional Branch Library See Specification	1	JB	\$	\$
0038b	Technical Support for the Jones Creek Regional Branch Library See Specification	1	JB	\$	\$
0038c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0039	Installation of all items at the Jones Creek Regional Branch Library - See Specification	1	JB	\$	\$
0040	Training of all personnel at the Jones Creek Regional Branch Library - See Specification	1	JB	\$	\$
0041	All Equipment for this location as listed in specifications Pride-Chaneyville Branch Library (PRI) 13600 Pride-Pt Hudson Rd See Specification Page 27 for equipment list	1	JB	\$	\$
0042a	Professional Consulting Services for the Pride- Chaneyville Branch Library See Specification	1	JB	\$	\$
0042b	Technical Support for the Pride-Chaneyville Branch Library See Specification	1	JB	\$	\$
0042c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0043	Installation of all items at the Pride-Chaneyville Branch Library - See Specification	1	JB	\$	\$
0044	Training of all personnel at the Pride-Chaneyville Branch Library - See Specification	1	JB	\$	\$
0045	All Equipment for this location as listed in specifications Scotlandville Branch Library (SCO) 7373 Scenic Highway See Specification Page 28 for equipment list	1	JB	\$	\$
0046a	Professional Consulting Services for the Scotlandville Branch Library See Specification	1	JB	\$	\$
0046b	Technical Support for the Scotlandville Branch Library See Specification	1	JB	\$	\$
0046c	Three (3) Year Preventative and Remedial Maintenance	3	Yr		
0047	Installation of all items at the Scotlandville Branch Library - See Specification	1	JB	\$	\$
0048	Training of all personnel at the Scotlandville Branch Library - See Specification	1	JB	\$	\$
0049	All Equipment for this location as listed in specifications Zachary Branch Library (ZAC) 1900 Church St, Zachary See Specification Page 28 for equipment list	1	JB	\$	\$
0050a	Professional Consulting Services for the Zachary Branch Library See Specification	1	JB	\$	\$
0050b	Technical Support for the Zachary Branch Library See Specification	1	JB	\$	\$
0050c	Three (3) Year Preventative and Remedial Maintenance	3	Yr	\$	\$
0051	Installation of all items at the Zachary Branch Library - See Specification	1	JB	\$	\$
0052	Training of all personnel at the Zachary Branch Library - See Specification	1	JB	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0053	All Equipment for this location as listed in specifications Outreach Service Center (ORP) Deliver it to Main Library See Specification Page 29 for equipment list	1	JB	\$	\$
Item 0054	All Equipment for this location as listed in specifications River Center Branch Library (RCB) To be delivered to: 447 3 rd Street (Temporary Library Location) See Specification Page 29 for equipment list	1	JB	\$	\$

ITEMS FOR 36 MONTH CONTRACT Prices must include any shipping and handling

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0055	ISO RFID Tags See Specification State Brand & Model	900,000	EA	\$	\$
0056	ISO Full Disc RFID Tag See Specification State Brand & Model ————————————————————————————————————	100	EA	\$	\$
0057	Mobile Staff Workstation See Specification State Brand & Model ———————————————————————————————————	14	EA	\$	\$
0058	Handheld Inventory Device system See Specification State Brand & Model ———————————————————————————————————	14	EA	\$	\$
0059	Additional Conveyor Modules to extend path for RFID Automated Return system conveyor See Specification State Brand & Model	1	FT	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0060	Additional RFID Automated return system with 3 bin sorter See Specification State Brand & Model ————————————————————————————————————	1	EA	\$	\$
0061	Additional RFID Self Service Check-Out Unit/Kiosk See Specification State Brand & Model	1	EA	\$	\$
0062	Additional Security Gates Direct Mount Single Aisle RFID Detection System i.e. "Security Gate" See Specification State Brand & Model	1	EA	\$	\$
0063	Additional Security Gates Direct Mount Double Aisle RFID Detection System i.e. "Security Gate" See Specification State Brand & Model	1	EA	\$	\$
0064	Additional Security Gates Direct Mount Triple Aisle RFID Detection System i.e. "Security Gate" See Specification State Brand & Model	1	EA	\$	\$
0065	Additional Security Gates Direct Mount Four Aisle RFID Detection System i.e. "Security Gate" See Specification State Brand & Model	1	EA	\$	\$
0066	Additional Bins/Totes for Sorter System See Specification State Brand & Model ———————————————————————————————————	1	EA	\$	\$
0067	RFID Self Service Check Out Unit for desktop See Specification State Brand & Model	1	EA	\$	\$

Item	Description:	Quantity	Unit of Measure	Unit Price	Extended Price
0068	Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk See Specification State Brand & Model	1	EA	\$	\$
0069	Staff Circulation Workstation with conversion software and pad See Specification State Brand & Model	1	EA	\$	\$
0070	RFID Disc Media Unlocking Device See Specification State Brand & Model ————	1	EA	\$	\$
0071	Interior RFID Check In system with receipt printer and LCD monitor See Specification State Brand & Model ————————————————————————————————————	1	EA	\$	\$
0072	Exterior RFID Check In system with receipt printer and LCD monitor See Specification State Brand & Model ———————————————————————————————————	1	EA	\$	\$
0073	RFID Staff Induction workstation See Specification State Brand & Model ————	1	EA	\$	\$

East Baton Rouge Parish Library Locations and Hours:

Main Library (MAIN)

7711 Goodwood Boulevard (225) 231-3740 Monday–Thursday, 8:00 a.m. – 10:00 p.m. Friday & Saturday, 8:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 10:00 p.m.

Baker Branch Library (BAK)

3501 Groom Road, Baker (225) 778-5940 Monday—Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Bluebonnet Regional Branch Library (BBR)

9200 Bluebonnet Boulevard (225) 763-2240 Monday—Thursday, 9:00 a.m. — 9:00 p.m. Friday & Saturday, 9:00 a.m. — 6:00 p.m. Sunday, 2:00 p.m. — 6:00 p.m.

Carver Branch Library (CAR)

720 Terrace Street (225) 389-7440 Monday–Thursday 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Central Branch Library (CEN)

11260 Joor Road (225) 262-2640 Monday-Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Delmont Gardens Branch Library (DGB)

3351 Lorraine Street (225) 354-7040 Monday–Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Eden Park Branch Library (EP)

5131 Greenwell Sps. Rd. (225) 231-3240 Monday—Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Fairwood Branch Library (FAI)

12910 Old Hammond Hwy. (225) 924-9384 Monday-Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Greenwell Springs Road Regional Branch Library (GSR)

11300 Greenwell Sps. Rd. (225) 274-4440 Monday–Thursday, 9:00 a.m. – 9:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Jones Creek Regional Branch Library (JCR)

6222 Jones Creek Road (225) 756-1140 Monday-Thursday, 9:00 a.m. – 9:00 p.m. Friday and Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Pride-Chaneyville Branch Library (PRI)

13600 Pride—Pt Hudson Rd (225) 658-1540 Monday—Thursday, 9:00 a.m. — 8:00 p.m. Friday & Saturday, 9:00 a.m. — 6:00 p.m. Sunday, 2:00 p.m. — 6:00 p.m.

River Center Branch Library (RCB)

447 3rd Street (Temporary Library Location)

120 St. Louis Street (225) 389-4967
Monday—Thursday, 8:00 a.m. – 7:00 p.m.
Friday & Saturday, 9:00 a.m. – 6:00 p.m.
Sunday, 2:00 p.m. – 6:00 p.m.
***RCB will be closed for construction; equipment will be purchased at a later date

Scotlandville Branch Library (SCO)

7373 Scenic Highway (225) 354-7540 Monday–Thursday, 9:00 a.m. – 8:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Zachary Branch Library (ZAC)

1900 Church St, Zachary (225) 658-1840 Monday–Thursday, 9:00 a.m. – 9:00 p.m. Friday & Saturday, 9:00 a.m. – 6:00 p.m. Sunday, 2:00 p.m. – 6:00 p.m.

Outreach Service Center (ORP)

Specified only one of the RFID Disc Media Unlocking Devices for them... Deliver it to Main Library

RFID Self Service Checkout | Handling Sortation Systems

The Library seeks a unified system that can handle materials security, RFID self-service check out including payment options, automated return of materials, automated materials handling sortation, and mobile collection management. All items on this bid must work together. You are invited to submit proposals in accordance with the requirements of this solicitation which are contained herein. Any information requested that is not submitted with the bid, must be submitted within 7 days of written request by the City of Baton Rouge Purchasing Department.

Equipment List By Location

Specification Number	Description	Unit of Measure	Quantity Needed
Main Library	Equipment for this location as listed in specifications (MAIN) rood Boulevard		
1.0	RFID Portable Conversion Kits including pad and software	Each	14
2.0	RFID Self Service Check Out Kiosk	Each	3
3.0	RFID Self Service Check Out Unit for desktop	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	4
5.0	Staff Circulation Workstation with conversion software and pad	Each	22
10.0	RFID Disc Media Unlocking Device	Each	3
11.0	Interior RFID Check In system with receipt printer and LCD monitor	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor: <i>NOTE: this is for a DRIVE-UP BOOK DROP</i>	Each	1
13.0	RFID Staff Induction workstation	Each	2
14.0	RFID AMH Sweep Sorter System - MAIN Circulation Workroom with EXTERNAL Induction	Each	1
15.0	RFID AMH Sweep Sorter System MAIN Circulation Workroom with INTERNAL Induction	Each	1
16.0	RFID AMH Sweep Sorter System - MAIN Receiving	Each	1
22.0	RFID Automated return system conveyor module Software License - To Cover All Locations	Each	1
23.0	Mobile Collection Management Requirements (Hand Held Reader)	Each	14

Specification Number	Description	Unit of Measure	Quantity Needed
Baker Branc	l Equipment for this location as listed in specifications h Library (BAK) n Road, Baker		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	4
6.0	Direct Mount Single Aisle RFID Detection System i.e. "Security Gate"	Each	2
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
Bluebonnet I	ll Equipment for this location as listed in specifications Regional Branch Library (BBR) onnet Boulevard		
2.0	RFID Self Service Check Out Kiosk	Each	3
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	3
5.0	Staff Circulation Workstation with conversion software and pad	Each	8
9.0	Direct Mount Four Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	3
11.0	Interior RFID Check In system with receipt printer and LCD monitor	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
13.0	RFID Staff Induction workstation	Each	1
17.0	RFID Automated return system with 3 bin sorter at BBR	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
	ll Equipment for this location as listed in specifications ch Library (CAR) e Street		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	5
7.0	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate"	Each	2
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
	l Equipment for this location as listed in specifications ch Library (CEN)		
2.0	RFID Self Service Check Out Kiosk	Each	2
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	2
5.0	Staff Circulation Workstation with conversion software and pad	Each	5
8.0	Direct Mount Triple Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	2
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
13.0	RFID Staff Induction workstation	Each	1
21.0	RFID Automated return system with 3 bin sorter at CEN	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
	ll Equipment for this location as listed in specifications dens Branch Library (DGB) ine Street		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	5
9.0	Direct Mount Four Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
Eden Park B	ll Equipment for this location as listed in specifications ranch Library (EP) well Springs Rd.		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	5
7.0	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
Fairwood Br	ll Equipment for this location as listed in specifications anch Library (FAI) Hammond Hwy.		
3.0	RFID Self Service Check Out Unit for desktop	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	6
10.0	RFID Disc Media Unlocking Device	Each	1
11.0	Interior RFID Check In system with receipt printer and LCD monitor	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor: <i>NOTE: this is for a DRIVE-UP BOOK DROP</i>	Each	1
13.0	RFID Staff Induction workstation	Each	1
Greenwell Sp	ll Equipment for this location as listed in specifications orings Road Regional Branch Library (GSR) enwell Sps. Rd.		
2.0	RFID Self Service Check Out Kiosk	Each	2
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	2
5.0	Staff Circulation Workstation with conversion software and pad	Each	7
7.0	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate"	Each	2
10.0	RFID Disc Media Unlocking Device	Each	2
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
13.0	RFID Staff Induction workstation	Each	1
18.0	RFID Automated return system with 3 bin sorter at GSR	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
Jones Creek	ll Equipment for this location as listed in specifications Regional Branch Library (JCR) Creek Road		
2.0	RFID Self Service Check Out Kiosk	Each	3
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	3
5.0	Staff Circulation Workstation with conversion software and pad	Each	8
9.0	Direct Mount Four Aisle RFID Detection System i.e "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	3
11.0	Interior RFID Check In system with receipt printer and LCD monitor	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
13.0	RFID Staff Induction workstation	Each	1
19.0	RFID Automated return system with 3 bin sorter at JCR	Each	1
Pride-Chane	ll Equipment for this location as listed in specifications yville Branch Library (PRI) e–Pt Hudson Rd		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	4
8.0	Direct Mount Triple Aisle RFID Detection System i.e "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
	ll Equipment for this location as listed in specifications Branch Library (SCO) Highway		
2.0	RFID Self Service Check Out Kiosk	Each	1
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	1
5.0	Staff Circulation Workstation with conversion software and pad	Each	5
7.0	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	1
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
Zachary Bran	ll Equipment for this location as listed in specifications nch Library (ZAC) ch St, Zachary		
2.0	RFID Self Service Check Out Kiosk	Each	2
4.0	Integrated Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk - System must accommodate 24 readers / licenses (included).	Each	2
5.0	Staff Circulation Workstation with conversion software and pad	Each	6
7.0	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate"	Each	1
10.0	RFID Disc Media Unlocking Device	Each	2
12.0	Exterior RFID Check In system with receipt printer and LCD monitor	Each	1
13.0	RFID Staff Induction workstation	Each	1
20.0	RFID Automated return system with 3 bin sorter at ZAC	Each	1

Specification Number	Description	Unit of Measure	Quantity Needed
Outreach Sei	ll Equipment for this location as listed in specifications rvice Center (ORP) Main Library RFID Disc Media Unlocking Device	Each	1
River Center	All Equipment for this location as listed in specifications Branch Library (RCB) eet (Temporary Library Location) Staff Circulation Workstation with conversion software and pad	Each	5
10.0	RFID Disc Media Unlocking Device	Each	1

Equipment Listing Specifications

ONE TIME PURCHASE ITEMS

1.0 RFID Portable Conversion Kits including pad and software

RFID Portable Conversion Kit must include: USB-Powered Conversion Station; Surface capacitive touch screen; laser scanner; compact cart with wheels for easy conversion in narrow library aisles must be 18" or less in width.

2.0 RFID Self Service Check Out Kiosk

Free standing Kiosk for RFID Self Service must include: RFID antenna which checks out or renews book and non-book materials; accommodates both printed or email receipt options for patrons; customizable display Touchscreen; multiple languages; integrates with Library promotional resources: *Evanced Online Calendar* and *Novelist Selects* Readers Advisory tool. Must be able to function even if VSmart ILS is down. Statistical reporting. Unit must have real time notification to staff if the unit goes offline or runs out of paper for the receipt printer.

3.0 RFID Self Service Check Out Unit for desktop

Desk top model for RFID Self Service must include: RFID antenna which checks out or renews book and non-book materials; accommodates both printed or email receipt options for patrons; customizable display Touchscreen; multiple languages; integrates with Library promotional resources: Evanced Online Calendar and Novelist Selects Readers Advisory. Must be able to function even if VSmart ILS is down. Statistical reporting. Unit must have real time notification to staff if the unit goes offline or runs out of paper for the receipt printer.

Items 2.0 and 3.0 RFID SELF SERVICE CHECK-OUT UNIT/KIOSK SPECIFIC REQUIREMENTS:

Please provide the following items as attachments to your bid.

- List all languages the Self Check/Kiosk system can currently display.
- Show Pictorial examples of screens for sections listed below.
 - Screen Display
 - o Variation In Screen Display

ONLINE CALENDAR INTEGRATION: The Library

- \circ ADA
- o Help

will use the Self Service RFID units / Kiosks to market our programs to patrons. All Self Service RFID units/Kiosks must directly link to the Library's existing Evanced Online Calendar. Patrons must be able to register on the spot for program listings requiring preregistration in the Evanced Online Calendar.	Online Calendar within 6 months	
Library	Contact	Phone
1.		
2.		
3.		
4.		
5.		

Vendor must implement integration to Evanced

Items 2.0 and 3.0 RFID SELF SERVICE CHECK-OUT UNIT/KIOSK SPECIF	IC REALIE	EMENT(S. Cont	
READERS ADVISOR INTEGRATION: The Library	Vendor must implement integration with Novelist			
uses the Novelist Select Reader's Advisory tool to share	Select Reader's Advisory tool within 6 months			tool within 6 months
information with patrons. All Self Service RFID units				
/kiosks must be able to display recommendations for				
further reading to patrons as they check out. Recommendations must include titles from the Library's				
print and eBook collections. Patrons must be able to				
choose either a print option or an email option to receive				
list of recommended titles.				
Library	Contact			Phone
	Contact			
1.				
2.				
3.				
4.				
5.				
Requirements:		YES	NO	List Any Deviation
CARD READERS: Patrons are now using virtual library c	ards in			
addition to physical library cards. RFID Self Service Check				
units/kiosk must be able to read barcodes on PEDs (Portab				
Electronic Devices such as smart phones or iPads).				
SECURITY: To protect our patrons' information, Self-Pay	feature			
must be PADSS (Payment Application Data Security Stand				
compliant, or achieve a broader level of compliance such a				
DSS.				
LANGUAGES: To accommodate our diverse population,	patrons			
should be able to select from a list of over 50 languages in				
English, Spanish, French, and Vietnamese. A minimum of	20			
languages should be currently implemented and available,	with the			
capacity for additional languages up to the 50 language tar				
above. Interface must allow patron to change language at a				
during the transaction. Languages must display in Roman				
Characters.				
SCREEN DISPLAY: Self Service RFID units /Kiosks dis				
screens must be configurable by staff remotely, including a				
to font, background image, header image, color, text on the check-in				
receipt and text on the check-out receipt. Self Service RFID				
units/Kiosk system must have the ability to schedule, expire, and				
group promotional banners or announcements	_			
VARIATION IN SCREEN DISPLAY: Screens must be ab				
• •	display different promotional items and images based on location and			
department.	2			
ADA: To assist our aging and visually impaired patrons, In				
must allow patron to increase FONT size at any point during the				
transaction. Kiosk must be ADA height compliant.				

Items 2.0 and 3.0	EMENTS. C.	4
HELP: Self Service RFID units /Kiosk must display a visual icon or recognizable image of the correct device being used whether a desk	EMENTS: Con	ı.
top or kiosk model. Interface must allow patron to ask for staff assistance at any point during the transaction via an on-screen HELP button. HELP button must trigger a staff person via a pop-up		
notification at a staff computer in close proximity to the Self-Service RFID unit/Kiosk.		
Patrons must be able to place recommended items on hold at the Self Service RFID units /Kiosk.		
For materials security, Self Service RFID units/Kiosks must be able to unlock AV titles (DVD, BluRay, CD, CD-ROM) once Checkout is complete.		
Check-out receipt must be expandable to show long titles (and not cut them off).		
To help market library products, check-out receipt must have the ability to include a specific number of titles from the list of recommendations as determined by the Library		

4.0 Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk

Integrated payment system must allow patron to pay fines and fees associated with his/her account in the V-Smart ILS accounting system. Must not force patrons to initiate a separate session in order to process and complete a payment transaction. System must include a Credit/Debit card reader and secure merchant bank connectivity software that accommodates new chip technology and complies with state/federal regulations. Connection for a Cashbox must be optional for future enhancements. System be a unified system and must accommodate 24 readers / licenses (included).

5.0 Staff Circulation Workstation with conversion software and pad

Dual function staff circulation workstation which can process barcoded as well as RFID tagged materials and is also equipped to serve as a tagging conversion station during the migration process. Item must be ergonomic design for ease in positioning and sliding materials on and off the pad for processing. Conversion station must include a barcode scanner and RFID reader pad.

- **6.0 Direct Mount Single Aisle RFID Detection System i.e. "Security Gate" Single Aisle** Security Gate Clear Design to ensure maximum visibility. Must be configurable to alarm on exit, not entrance. Must have Directional customer counter. Must have adjustable audio and visual alarms. Gate must operate even if VSmart ILS is down.
- **7.0** Direct Mount **Double Aisle** RFID Detection System i.e. "Security Gate" **Double Aisle** Security Gate Clear Design to ensure maximum visibility. Must be configurable to alarm on exit, not entrance. Must have Directional customer counter. Adjustable audio and visual alarms. Gate must operate even if VSmart ILS is down.
- **8.0** Direct Mount Triple Aisle RFID Detection System i.e. "Security Gate" Triple Aisle Security Gate Clear Design to ensure maximum visibility. Must be configurable to alarm on exit, not entrance. Must have Directional customer counter. Adjustable audio and visual alarms. Must operate even if VSmart ILS is down.

9.0 Direct Mount Four Aisle RFID Detection System i.e. "Security Gate" Four Aisle Security Gate

Clear Design to ensure maximum visibility. System must be configurable to alarm on exit, not entrance. Must have Directional customer counter. Adjustable audio and visual alarms. Gate must operate even if VSmart ILS is down.

Items 6.0-9.0					
RFID DETECTION SYSTEM REQUIREMENTS:					
Requirements:	YES	NO	List Any Deviation		
RFID Detection system must have a Directional Alarm so					
that staff may immediately see which gate triggered the					
alarm.					
RFID Detection system must have an on-board patron					
counter that has a highly visible backlit display; the					
patron counter must be readable while standing.					
RFID Detection system must include an integrated or					
built-in patron counter that displays patron count for					
entering (in), exiting (out), and total (both).					
RFID Detection system must have the option to include					
remote management software with the ability to					
aggregate statistics, provide system status, and push					
configurations for multiple systems and locations.					

10.0 RFID Disc Media Unlocking Device

Must integrate with RFID Self Service Check-Out Unit/Kiosk; customers view instructions on Self Service system display screen which prompts the patron to insert specific items into the integrated unlocking device once they are checked out. The unlocking device then unlocks the item and returns it to the patron.

11.0 Interior RFID Check In system with receipt printer and LCD monitor

Real-time RFID return system checks items in as they are returned and provides patron with receipt. Built into the interior circulation return wall; includes scanner, receipt printer, LCD monitor, and user interface software.

Will connect to AMH at Main, Bluebonnet, Greenwell Springs, Zachary and Jones Creek

12.0 Exterior RFID Check In system with receipt printer and LCD monitor

Real-time RFID return system checks items in as they are returned and provides patron with receipt. Built into the exterior circulation return wall; includes scanner, receipt printer, LCD monitor, and user interface software.

Will connect to AMH at Main, Bluebonnet, Greenwell Springs, Zachary and Jones Creek

Item 11.0 and 12.0 AUTOMATED BOOK DROP/ RFID CHECK-IN UNITS			
Requirements:	YES	NO	List Any Deviation
AUTOMATED RETURN: system must perform real-time check-in and provide patron with a receipt at the time of			
induction.			

Item 11.0 and 12.0 AUTOMATED BOOK DROP/ RFID CHECK-IN UNITS Cont.				
Requirements:	YES	NO	List Any Deviation	
Must be able to download exceptions for diagnostic and reporting information enabling refined sorting. i.e.: If there is a five bin sort and the exceptions seem to be indicative of a high number of items for a particular branch or a particular type, we could adjust sorting logic to accommodate volume or add a module and increase bin numbers. In 5 library locations the automated book drop will feed				
directly into an AMH system. In other locations, the automated book drop will feed into a static bin.				
System must provide remote monitoring and diagnostics to monitor return rate, troubleshoot and obtain usage statistics. In installations where the Book Drop connects to AMH, notify staff if bin is full.				
System must go into store mode if ILS system goes offline. Each device must be able to connect to printer				
System must have a Command Center / Manager tool or module				

13.0 RFID Staff Induction workstation

Staff induction workstation, for real-time check in of materials in the staff workroom. Must have a reversible belt to allow rejections of specific items based on pre-determined criteria.

Will connect to AMH at Main, Bluebonnet, Greenwell Springs, Zachary and Jones Creek

14.0 RFID AMH Sweep Sorter System

Location: Main Library (MAIN)
7711 Goodwood Boulevard
Circulation Workroom

Automated return system for EXTERNAL Induction unit with 1 sorter and 5 destinations, 5 bins, 1 conveyance, 1 bar code scanner, and 1 exceptions/holds printer. These must be modular units, so they can be expand and/reconfigure as needed.

15.0 RFID AMH Sweep Sorter System

Location: Main Library (MAIN)
7711 Goodwood Boulevard
Circulation Workroom

Automated return system for INTERNAL Induction unit with 1 sorter and 5 destinations, 5 bins, 1 sorter module conveyance, 1 bar code scanner, and 1 exceptions/holds printer.

These must be modular units, so they can be expand and/re-configure as needed.

16.0 RFID AMH Sweep Sorter System

Location: Main Library (MAIN)

7711 Goodwood Boulevard

Receiving

Automated return system with 1 sorter and 11 destinations, 11 bins, 1 sorter module, conveyance, 1 bar code scanner, and 1 exceptions/holds printer.

These must be modular units, so they can be expand and/re-configure as needed.

17.0 RFID Automated return system with 3 bin sorter

Location: Bluebonnet Regional Branch Library (BBR)

9200 Bluebonnet Boulevard

Automated return system with 3 bin sorting system for workroom.

These must be modular units, so they can be expand and/re-configure as needed.

18.0 RFID Automated return system with 3 bin sorter

 ${\bf Location: \ Greenwell \ Springs \ Road \ Regional \ Branch \ Library \ (GSR)}$

11300 Greenwell Sps. Rd.

Automated return system with 3 bin sorting system for workroom.

These must be modular units, so they can be expand and/re-configure as needed.

19.0 RFID Automated return system with 3 bin sorter

Location: Jones Creek Regional Branch Library (JCR)

6222 Jones Creek Road

Automated return system with 3 bin sorting system for workroom.

These must be modular units, so they can be expand and/re-configure as needed.

20.0 RFID Automated return system with 3 bin sorter

Location: Zachary Branch Library (ZAC)

1900 Church St, Zachary

Automated return system with 3 bin sorting system for workroom

These must be modular units, so they can be expand and/re-configure as needed.

21.0 RFID Automated return system with 3 bin sorter

Location: Central Branch Library (CEN)

11260 Joor Road

Automated return system with 3 bin sorting system for workroom

These must be modular units, so they can be expand and/re-configure as needed.

22.0 RFID Automated return system conveyor module

Any and all Software license(s) that are needed for conveyor modules

Items 14.0-22.0 AMH (Automated Materials Handling) SORTATIO REQUIREMENTS.	N SY	STEM	SPECIFIC
Requirements:	YES	NO	List Any Deviation
VENDOR MUST ACCOMMODATE DELAYED DELIVERY BY 6-8 MONTHS:			
Vendor will be responsible for measuring site locations and providing a layout that will fit within the current existing building parameters and limitations. The plan drawings must be provided with the bid and must be ADA compliant. AUTOMATED RETURN: system must connect to Automated RFID Book Drop. See more details under AUTOMATED BOOK DROP.			
INDUCTION SPEED: AMH Sortation system must accommodate induction speed of 1200 items per direction per hour			
The system shall be configurable to accept most sizes and formats of circulating items: books, audiobooks, CDs, BluRays, DVDs, magazines. The system shall be able to handle sets of items. The system shall accommodate items as small as .21 inches thick by 4.5 inches by 4.5 inches. The system shall accommodate items as large as 3.0 inches thick by 12.5 inches by 13.0 inches. Ability to reject items; The system shall provide the option to sort unknown items into an exceptions bin. The AMH system must utilize sweep technology vs pop up			
diverters to gently and accurately direct items into their appropriate bins. Sweep modules shall have a clear top for safety and viewing of the sweeper.			
NOISE LEVEL: The AMH system should not exceed 55 decibels. The AMH system must be compatible with the library's current centralized management system allowing all RFID devices including the AMH to be monitored from one central console.			
The system shall be capable of operating in staff and public areas without causing interference to normal library operations. The system shall operate with quiet, sealed electric motors, not air compressors, to control noise and to eliminate introduction of pneumatic hoses and devices in a public space. All sorter components shall operate using standard 110V or 220V power. The maximum power required for sorter shall not exceed the normal power available from a standard 110V 1P 60 HZ electrical outlet or 220V 1P 60 Hz electrical outlet.			

Items 14.0-22.0 AMH (Automated Materials Handling) SORTATION SYSTEM	A SPEC	CIFIC RI	EOUIREMENTS. Cont.
Requirements:	YES	NO	List Any Deviation
The system should offer a lift gate for access to other side of			
system. When the lift gate is lifted other returns, conveyance			
and sorter modules will continue to function. Alternate			
configurations may be offered, but a choice should be available			
between the lift gate and the alternative.			
The system shall have the ability to notify the staff when the			
system is out of service.			
The system shall have an audible voice prompt to notify staff			
when a bin is missing or when a bin is full. The system shall			
provide the capability to edit the voice prompt.			
System shall be able to print exception receipts for items that			
are on hold or which are an exception.			
The system shall be capable of sequential sorting.			
System shall provide the ability to define up to 4 overflow sort			
locations.			
System shall support overflow bins. When primary sort bin is			
full, system shall dynamically, without staff intervention, start			
filling the first overflow bin.			
The system shall be expandable by adding sorter modules.			
The system must integrate with the libraries existing			
centralized management system for RFID Self Service			
Checkout and Detection Systems.			
The system shall offer multiple size conveyance's to			
accommodate space available.			
The system shall allow for dynamic change of sort route in real			
time without stopping and restarting the system.			
System must read item-specific identification numbers,			
communicate to the Library's ILS circulation system to update			
the library's inventory, and turn on the security feature on			
RFID tags (through software) simultaneously			
Vendor must provide specifications or shop drawings and			
technical advice for the installation of the data lines, so we will			
know what to install and where to install it.			

0023 MOBILE COLLECTION MANAGEMENT REQUIREMENTS (Hand Held Reader): Any and all Software license(s) that are needed for conveyor modules

Item 23.00 MOBILE COLLECTION MANAGEMENT REQU	IREM	ENTS	S (Hand Held Reader):
Requirements:	YES	NO	List Any Deviation
Portable hand held reader must accommodate data collection			
simultaneously with other functions including shelf reading,			
identifying items on search lists, and items with incorrect			
security.			
SHELF ORDER DETECTION: Handheld reader must			
accommodate Shelf Order Checking to locate items that are out			
of place on library shelves. This capability must be sensitive			
enough to locate items that are out of place by as little as 5			
inches.			
SEARCH LIST CAPABILITES: Handheld reader must			
accommodate searching to identify items on multiple, user			
defined search lists (e.g. Missing, Claims Return, Lost,			
Invoiced, Long Overdue, Collection HQ Grubby, Refresh,			
Dead, Transfer, Display Items Lists). The handheld reader			
must direct the user to items on "pull lists" and keep track of			
items which have been found and which have not been found.			
SECURITY STATUS DETECTION: System must be able to			
identify items with incorrect security status and change the			
status on these items to "sensitized" or "desensitized" on items			
that are not completely checked in or out.			
The portable hand-held device must simultaneously manage			
and accommodate data collection and storage. Devices must			
allow storage of up to 3 million item transactions before			
uploading.			
The portable hand-held device system must accommodate			
FINDING to allow the user to quickly enter search criteria			
directly into the device, then search for items which meet the			
criteria. It must display the title of the item on the device.			
DESIGN: The portable hand-held device system must be			
cordless, one piece, and ergonomically designed to be held and			
operated with one hand. It must not require a laptop/ PC			
connection while in use. The battery shall have a 6 hour life			
minimum before recharge.			
WEIGHT: Total weight of the portable hand-held reader must			
be less than 28 ounces, including battery, RFID reader,			
antenna, display and computing unit, and any other			
components that must be carried by the user.			

General Requirements for all parts of this system.					
Requirements:	quirements: Verification				
UL REQUIREMENT: Vendor should have UL certification for major components (such as antennae, kiosks, and conveyor units) of Library RFID Self Check system and AMH system listed to the right.	Please attach a copy of the UL Certificate for each system. RFID Self Service Check-out/Kiosk System Detection Mobile Collection Management Automated Returns AMH UL certification for unified whole				
UNITED STATES LOCATIONS: Vendor must have completed at least 10 library installations for RFID self-service checkout system, collection management and AMH system. Must have at least 5 currently operating RFID installations in the United States. If one or more installations of at least the RFID and/or AMH systems are within a 400 mile radius of Baton Rouge, please include these or additionally note them. Please list information below.	Provide list with contact info on 10 U.S. library systems which have installed your system, 5 of which must be currently using your system and 2 must provide a reference. If one or more installations of at least the RFID and/or AMH systems are within a 400 mile radius of Baton				
US Library systems which have installed your system	Contact Information	Currently Using	Reference Attached		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

General Requirements Cont.: Verification				
General Requirements Cont.:	_			
SERVICE CALLS: The Library is open up to 84 hours per week and calls may be placed any day and at any time; vendor must respond within 2 hours. Vendor must provide contacts and names of local (in-state or within 200 miles) RFID certified technicians. Technicians must be supplied with fully stocked vans with all US replacement parts. The Library must receive an on-site service call within 6 hours during Library business hours. Please provide Information below.				
Name of Technician	Phone		Location	
Name of Technician	1 Hone		Location	
	 	3. 10		
General Requirements:	YES	NO	List Any Deviation	
Must integrate with V-Smart version 3.0, the Library's Integrate Library System (ILS)				
All items must be new and unused. No refurbished product will be accepted.				
All prices for items shall include any and all shipping and handling.				
All itages arrest in alredo initial topining and 12 month				
All items must include initial training and 12 month service agreement that includes all non-consumable materials.				

ITEMS FOR 36 MONTH CONTRACT

Prices must include any shipping and handling

All items in this list must have firm guarantee pricing for 36 months

Item		Description	Estimated Quantity	Installation Location or Delivery Site
0055	ISO RFID Tags	To Include tags for multimedia cases. 50mm x 50mmpressure sensitive label on a silicone paper liner ISO 15693-3 and 18000-3 Mode 1 compliant tag; with a 1,024 bit memory chip that can contain unique information about the items they identify. Wound on single tag width rolls.	900,000	MAIN
0056	ISO Full Disc RFID Tag	Single coil RFID Tag: 4.57" OD x 1.6 ID x 0.016" Thick (116 mm OD x 41mm ID x 0.4mm) pressure sensitive label on silicone paper liner. The integrated circuit is a 13.56 MHz 1024 bit memory design that is ISO 15 693, ISO 18 000-3 Mode-1 compliant.	1,000	MAIN
0057	Mobile Staff Workstation	Must connect via SIP over the wireless network. Must be able to scan and process barcode and RFID items. Must store and forward transactions.	14	MAIN
0058	Handheld Inventory Device system	Must be cordless. Must be able to display titles, indicate security status, give an audible signal based on search list etc. as indicated above. Must be able to be held and operated with one hand; total weight of the portable hand-held reader must be less than 28 ounces, including battery, RFID reader, antenna, display and computing unit, and any other components that must be carried by the user. Must provide a minimum 6 hours of use before re-charging. (see Item 23.0 in specifications)	14	MAIN
0059	Additional Conveyor Modules to extend path for RFID Automated Return system conveyor	Provide a set a price for a one (1) foot length for future expansion. Price must include any connectors.	Per 1 Foot	May be ordered and deliverable to for any location.
0060	Additional RFID Automated return system with 3 bin sorter	Automated return system with 3 bin sorting system for workroom. These must be modular units, so we can expand and/re-configure as needed. (see Item 14.0 – 22.0 in specifications)	1 Each	May be ordered and deliverable to for any location.

Item		Description	Estimated Quantity	Installation Location or Delivery Site
0061	Additional RFID Self Service Check- Out Unit/Kiosk	RFID Self Service Check-Out Unit/Kiosk (see Item 2.0 – 3.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0062	Additional Security Gates	Direct Mount Single Aisle RFID Detection System i.e. "Security Gate" (see Item 6.0 – 9.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0063	Additional Security Gates	Direct Mount Double Aisle RFID Detection System i.e. "Security Gate" (see Item 6.0 – 9.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0064	Additional Security Gates	Direct Mount Triple Aisle RFID Detection System i.e. "Security Gate" (see Item 6.0 – 9.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0065	Additional Security Gates	Direct Mount Four Aisle RFID Detection System i.e. "Security Gate" (see Item 6.0 – 9.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0066	Additional Bins/Totes for Sorter System	Price to purchase an additional Bin/Tote for the AMH System	1 Each	May be ordered and deliverable to for any location.
0067	RFID Self Service Check Out Unit for desktop	Desk top model for RFID Self Service must include: RFID antenna which checks out or renews book and non-book materials; accommodates both printed or email receipt options for patrons; customizable display Touchscreen; multiple languages; integrates with Library promotional resources: Evanced Online Calendar and Novelist Selects Readers Advisory. Can function even if VSmart ILS is down. Statistical reporting. Real time notification to staff if the unit goes offline or runs out of paper for the receipt printer. (see Item 2.0 – 3.0 in specifications)	1 Each	May be ordered and deliverable to for any location.

Item		Description	Estimated Quantity	Installation Location or Delivery Site
0068	Payment System with Credit/Debit card reader and fines processing system for each RFID Self Service Check Out Unit or Kiosk	Integrated payment system must allow patron to pay fines and fees associated with his/her account in the VSmart ILS accounting system. Must not force patrons to initiate a separate session in order to process and complete a payment transaction. System must include a Credit/Debit card reader and secure merchant bank connectivity software that accommodates new chip technology and complies with state/federal regulations. Connection for a Cashbox must be optional for future enhancements. (see Item 4.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0069	Staff Circulation Workstation with conversion software and pad	Dual function staff circulation workstation which can process barcoded as well as RFID tagged materials and is also equipped to serve as a tagging conversion station during the migration process. Ergonomic design for ease in positioning and sliding materials on and off the pad for processing. Conversion station must include a barcode scanner and RFID reader pad. (see Item 5.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0070	RFID Disc Media Unlocking Device	Must integrate with RFID Self Service Check-Out Unit/Kiosk; customers view instructions on Self Service system display screen which prompts the patron to insert specific items into the integrated unlocking device once they are checked out. The unlocking device then unlocks the item and returns it to the patron. (see Item 10.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0071	Interior RFID Check In system with receipt printer and LCD monitor	Real-time RFID return system checks items in as they are returned and provides patron with receipt. Built into the interior circulation return wall; includes scanner, receipt printer, LCD monitor, and user interface software. (see Item 11.0 in specifications)	1 Each	May be ordered and deliverable to for any location.
0072	Exterior RFID Check In system with receipt printer and LCD monitor	Real-time RFID return system checks items in as they are returned and provides patron with receipt. Built into the exterior circulation return wall; includes scanner, receipt printer, LCD monitor, and user interface software. (see Item 12.0 in specifications)	1 Each	May be ordered and deliverable to for any location.

Item		Description	Estimated Quantity	Installation Location or Delivery Site
0073	RFID Staff Induction workstation	Staff induction workstation for real-time check in of materials in the staff workroom. Must have a reversible belt to allow rejections of specific items based on pre-determined criteria. (see Item 13.0 in specifications)	1 Each	May be ordered and deliverable to for any location.

Additional Specifications:

Professional Consulting Services and Technical Support

Vendor must provide specifications or shop drawings and technical advice for the installation of the data lines, so the City will know what needs to be installed and where to install it.

Vendor must provide all installation and project management, including site inspections and pre-installation or technical drawings, diagrams and specifications to insure that this is a turn-key project.

Vendor will be responsible for providing technical drawings and specifications for installation of power and data for the RFID gates and for AMH systems, including, but not limited to:

- Installation of conduit for data and power (if necessary)
- Shop drawings and technical specifications of gates and AMH systems according to the proposed installation
- Specifications for data and power requirements for gates and AMH systems
- Specifications for modifications of power supplies, if needed

Installation

Installation will be DELAYED approximately 6 months to allow for tagging.

Vendor is responsible for delivering equipment to the proper location within the EBRPL system.

Vendor must install the system.

Vendor cleans up the installation area upon completion and removes all packing materials.

Training

Staff must be trained on the use of all equipment and given written and online instruction and documentation.

Warranty and Maintenance

Pricing must include at least a One (1) Year Warranty and Three (3) Year Maintenance Agreement as spelled out below. If maintenance is provided on a per call basis, provide a complete description of the coverage offered, the basis for service/maintenance charges, and the projected cost per typical call.

<u>EQUIPMENT PERFORMANCE</u>: Each piece of RFID equipment and feature supplied by the successful bidder will be expected to perform their intended functions, operate satisfactorily, and produce reports/data of acceptable quality for a minimum of 95% of the available work time. A Life Cycle estimate on all proposed equipment is requested.

Any piece of RFID equipment or feature that does not meet the 95% measurement for any thirty (30) consecutive days (weekends included) while covered by maintenance will be replaced with another piece of RFID equipment of like capabilities which meets the approval of the City. Such replacement will be made within three (3) working days from the date of notification to Contractor and at no cost to the City.

<u>MAINTENANCE SERVICE REQUIREMENTS</u>: The contractor will provide preventive and remedial maintenance service during the Library's normal working hours, except on City holidays, to keep the equipment in good working order.

The EBRP Library system has branches which may operate as late as 10 pm Monday through Friday and from 8 am to 6 pm on Saturdays and 2 pm to 10 pm on Sundays.

SERVICE CALLS: The Library is open up to 84 hours per week and calls may be placed any day and at any time; vendor must respond within 2 hours. Vendor must provide contacts and names of local (in-state or within 200 miles) RFID certified technicians. Technicians must be supplied with fully stocked vans with all US replacement parts. The Library must receive an on-site service call within 6 hours during Library business hours.

Technicians shall be centrally dispatched.

The Library shall be able to request service on a 24-hour basis using a local or toll free 800 number.

Technical software phone support will be provided via a local or an 800 number.

Preventive maintenance will be performed in accordance with the manufacturer's specifications.

The contractor will have an adequate inventory of spare parts immediately available for repairs and keep all equipment operating at least 90% of the available work time. Repairs should be completed on the first visit. In a situation where the delivery of an out-of-stock part is anticipated to take more than two business days, the contractor will immediately provide a temporary backup piece of RFID equipment of similar specifications at no charge to the City.

All maintenance will be performed by fully trained and qualified technicians. The contractor must furnish, install, and maintain all equipment in accordance with manufacturer's specifications. Each vendor should complete the Service Technician Listing below. If not included with the bid this information must be submitted upon request from the Purchasing department within 7 days.

Repeated service calls for the same recurring problems will not be tolerated by the City. If the contractor's service technician fails to repair successfully a serious recurring problem for the third time, the City may have the equipment replaced and not pay any removal charge. If the City selects to have the equipment immediately replaced with another unit in good working order of comparable capabilities, then the following provisions apply:

- a. Proposed replacement unit must meet the approval of the department and City Purchasing.
- b. Contractor will bear the cost for the removal of the original equipment and the cost for delivery of the replacement unit.
- c. If the equipment is replaced, the service contract will remain the same as on original equipment.
- d. The cost of the replacement unit will not exceed the cost of the original unit. In order to meet the needs of the City's operations which run for 24 hours, the contractor's service department must have an answering service or device to record service calls in the priority in which they are made after normal business hours, on weekends, and on holidays.

WARRANTY

The circulation RFID tags must be guaranteed to be effective for the life of the item to which they are originally affixed and, if found to be defective, they must be replaced at no cost to the Library.

The Vendor shall warrant all materials and workmanship delivered under any resulting purchase order or contract to be free (in excess of a 3% failure rate) from defects, damage or failure for any reason whatsoever which the City may reasonably determine is the responsibility of the Vendor, for a minimum of one year after the date of final acceptance and without cost to the Library any other costs except where longer periods of warranty of guarantees are specified.

The vendor must provide an all-inclusive 12-month warranty on equipment, software, and components and offer a maintenance / service contract thereafter.

Software warranty: Software patches and service pack releases must be supplied at no additional charge to the Library.

The Service Agreement must be renewable on an annual basis.

The Service Agreement must include remote maintenance for expert technical consultation and software support.

Right to Replace Products & Product Discontinuance:

In the event the manufacturer discontinues or replaces a product, Vendor may request the Library substitute a new product or model on the contract. The Library may allow the Vendor to provide a substitute product, upon confirmation that the product has been discontinued and if the replacement product meets all of the required technical specifications described in this ITB. Pricing for such a product replacement or substitute must be the same discount rate as provided to the Library on the original product.

BIDDER'S ORGANIZATION BIDDER IS:

AN INDIVIDUAL

Individual's Name:	
Doing business as:	
Address:	
	ax No.:
A PARTNERSHIP Firm Name:	
Address:	
Name of person authorized to sign:	
Title:	
Telephone No.: F	ax No.:
A LIMITED LIABILITY COMPANY Company Name:	
Address:	
Name of person authorized to sign:	
Title:	
	ax No.:
A CORPORATION IF BID IS BY A CORPORATION, THE CORPORATE RESOLUTION BID. Corporation Name:	
Address:	
State of Incorporation:	
Name of person authorized to sign:	
Title:	
	ax No.:

IF BID IS BY A JOINT VENTURE, ALL PARTIES TO THE BID MUST COMPLETE THIS FORM.

CORPORATE RESOLUTION

A meeting of the Board of Directors of		a	corpora	tion
organized under the laws of the State of	and	domic	iled	in
was held thisday of, 20and was attended	by a quorur	n of the	members of	the
Board of Directors.				
The following resolution was offered, duly seconded and after d	iscussion wa	s unanimo	ously adopted	l by
said quorum:				
BE IT RESOLVED, that	is	hereby	authorized	to
submit proposals and execute agreements on behalf of this corp	oration with	the City of	of Baton Rou	ıge,
and Parish of East Baton Rouge.				
BE IT FURTHER RESOLVED, that said authorization and app	pointment sh	all remain	in full force	and
effect, unless revoked by resolution of this Board of Directors	and that sai	d revocati	on will not t	ake
effect until the Purchasing analyst of the Parish of East Baton Re	ouge, shall h	ave been f	furnished a c	ору
of said resolution, duly certified.				
I,, hereby certify that I am the Secr	etary of		2	
a corporation created under the laws of the State of				
that the foregoing is a true and exact copy of a resolution adopted				tors
of said corporation at a meeting legally called and held on the	day_of		, 20	_, as
said resolution appears of record in the Official Minutes of the Bo	oard of Direc	tors in my	possession.	
This day of _		20		
SEC	RETARY		_	

AGREEMENT (sample)

THIS	AGREEMENT, made and entered into at Bato	n Rouge, Louisiana, effective this	day of		
	, 20, by and between the C	City of Baton Rouge and Parish of East E	Baton Rouge		
(herei	nafter called "Owner") and	(hereinafter called "Con	ntractor").		
The C	Contractor shall perform all work required by	the Contract Documents for the following	services:		
Annua	al Contract Number				
Contra	act Period				
1.	The following Contract Documents are all herel		extent as if		
	incorporated herein in full:				
	A. The Contractor's Proposal with all attachme	nts.			
	B. The Specifications and				
	C. The following enumerated addenda:				
2.	No amendment to this Contract shall be made e	xcept upon the written consent of the parties.	,		
3.	Insurance and Indemnity requirements shall cor	nform to those stated in the specifications.			
4.	Contractor shall be paid an amount based on the following:				
	Unit prices will be included and attached at a	award of contract in an EXHIBIT A			
5.	RIGHT TO AUDIT: The contractor shall perm Periodically inspect and audit all data and recor this contract.	*			
6.	Payment terms for services will be Net 30 days monthly in arrears by the contractor. Advanced	•	be invoiced		
IN WI	ITNESS WHEREOF, the parties hereto have exec	cuted this Agreement effective as of the date	first written		
above		CITY OF BATON ROUGE			
WITN	JESS:	AND PARISH OF EAST BATON ROU Owner	JGE		
		By Patti J. Wallace CPPB Title:			
		CONTRACTOR			
WITN	IESS:				
		By(Typed Name and Title)			

AFFIDAVIT

STATE OF LOUISIANA PARISH OF EAST BATON ROUGE

BEFORE ME, the undersigned authority, personally came and appeared

who, being duly sworn did depose and say:
That he is a duly authorized representative of
receiving value for services rendered in connection with the
a public project of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana: that he has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by him whose services in connection with the construction, alteration, or demolition of the public building or project or in securing the public contract were in the regular course of their duties for him; and that no part of the contract price received by him was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by him whose services in connection with the construction of the public building or project were in the regular course of their duties for him.
This affidavit is executed in compliance with the provisions of LA R.S. 38:2224.
Affiant's Signature
SWORN TO AND SUBSCRIBED before me, on this day of 20 Baton Rouge, Louisiana.

NOTARY PUBLIC